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HISTORIC LANDMARK COMMISSION MEETING MINUTES FIRST FLOOR, COUNCIL CHAMBERS CITY 1 BUILDING, 300 N. CAMPBELL STREET JUNE 6, 2016, 4:00 P.M.

The El Paso Historic Landmark Commission held a public hearing in the Council Chambers, City 1 Building, 300 N. Campbell Street, June 6, 2016, 4:08 p.m.

The following commissioners were present:

Chairman William Helm
Commissioner Joseph Longo
Commissioner Randy Brock
Commissioner Edgar Lopez
Commissioner George Córdova
Commissioner Melinda Skillern

The following City staff members were present:

Ms. Providencia Velázquez, Historic Preservation Officer, Economic & International Development
Mr. Juan Gonzalez, Assistant City Attorney, City Attorney's Office
Mr. Adam Train, Planner, Historic Preservation Office, Economic & International Development

CALL TO ORDER

Chairman Helm called the meeting to order at 4:15 p.m., quorum present.

PUBLIC COMMENT

Chairman Helm asked if anyone present would like to address the Commission on issues not posted on the agenda. *There was no response.*

- 1. PHAP15-00046:** Being 12 Manhattan Heights All of Block (7500 Sq. Ft.), City of El Paso, El Paso County, Texas
- | | |
|--------------------------|-------------------------------------|
| Location: | 3200 Wheeling Avenue |
| Historic District: | Manhattan Heights |
| Property Owner: | El Paso Independent School District |
| Representative: | Adrian Stresow |
| Representative District: | 2 |
| Existing Zoning: | R-3/H (Residential/Historic) |
| Year Built: | 1920 |



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Historic Status: Landmark
Request: Return of an approved Certificate of Appropriateness for the installation of playground equipment and landscaping to include review of and action on landscaping
Application Filed: 5.23.16
45 Day Expiration: 7.7.16

Ms. Velazquez, Historic Preservation Officer, gave a presentation and explained this request is a return of an approved Certificate of Appropriateness for the installation of playground equipment and landscaping to include review of and action on landscaping. She stated she would like to see more ground cover in the parkways.



The Historic Preservation Office recommends **APPROVAL WITH MODIFICATIONS** of the proposed scope of work based on the following recommendations:

The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:

- *Landscaping is an inherent part of a building's siting and design. Good landscaping reinforces the architectural qualities of a structure and its context. When new landscaping is planned, it should be designed to complement the structure and the streetscape. Materials which can be documented as being historic to the area should be given first priority.*
- *Retain mature trees that contribute to the character of the historic district.*
- *Maintain the property's natural topography, and avoid grading that adversely affects drainage and soil stability or could negatively impact existing trees.*

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- Many of the parkways were landscaped originally and therefore landscaping is still recommended as the proper treatment for a parkway. However, in certain cases where issues such as water conservation and maintenance are applicable, some types of hard surface coverings for 100% coverage may be considered on an individual basis by the Historic Landmark Commission. These include materials such as Franklin Mountain stone, landscaping rock, brick and other pavers that might be appropriate to the area. The use of asphalt or concrete to completely pave over the parkways is not appropriate. Keeping the historic character of the landscaping creates a pedestrian-friendly environment and maintains continuity keeping with the character defining features of the district.
- Grass and sod may be removed from parkways provided not more than 50% of the area is covered with gravel or other masonry that is made of impervious materials (brick pavers, gravel, and masonry pavers). The remaining 50% must be covered with trees and/or living plants that provide ground cover. Any hardscape must be pervious and laid directly on the soil or on pervious fabric to allow water penetration.

The Secretary of the Interior's Standards for Rehabilitation recommend the following:

- New additions, exterior alterations, or related new construction will not destroy historic materials that characterize the property.

THE MODIFICATIONS ARE THAT 50% OF THE PARKWAYS BE PAVED OR FILLED WITH GRAVEL, MASONRY, ROCK, OR MULCH AND THAT THE REMAINING 50% BE FILLED WITH LIVING PLANTS.

Per:
I appreciate you calling me to clarify the Historic District guidelines. As per our previous conversation, please find below the areas we talked about:

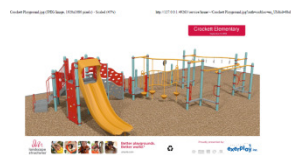
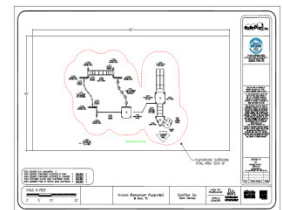
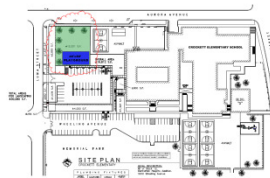
- Parkway Area: 2,000 sq. ft.
- Parkway Shrub/Ground Coverage: 300 sq. ft. / 75% Coverage at mature shrub size.
- Parkway Tree Area Coverage: 2,300 sq. ft. / 92% Coverage at mature tree size.

(Just to explain a little about our design team, our goal was to provide a clean, maintenance-free parkway with some structure, however keeping high visibility of pedestrians, a child-friendly walking. The tree shrub and lower plant density and structure in the neighborhood while ensuring a neat protection zone with shaded walkways, the provided for the new concept at mature growth.)

Let me know if we can be of further assistance.

Thank you

DAVID A. PARRA, M.S., CEM
OWNER'S REPRESENTATIVE
4000 N. GARDEN BLVD.
SUITE 100
EL PASO, TEXAS 79901
915.762.1000
www.davidaparra.com





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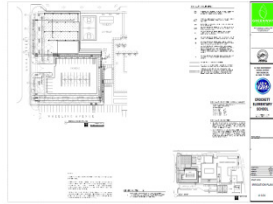
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Chairman Helm and Commissioner Lopez commented and asked questions of Mr. Stresow and Mr. Parra.

Mr. Adrian Stresow, Director, EPISD Planning, Engineering & Construction, responded to comments and questions from commissioners.

Mr. David Parra, Landscape Architect, Greenway Studio, LLC, responded to comments and questions from commissioners.

Chairman Helm asked if there was anyone from the neighborhood who wished to speak concerning this item.

Ms. Jackie Stagen, resident of Manhattan Heights, commented.

MOTION:

Motion made by Commissioner Lopez, seconded by Commissioner Córdova, AND UNANIMOUSLY CARRIED TO APPROVE THE LANDSCAPING PLAN AS PRESENTED, NO CHANGES.

- 2. PHAP16-00010:** 15 Franklin Heights 23 and 24, City of El Paso, El Paso County, Texas
- | | |
|--------------------------|-----------------------------|
| Location: | 1115 Myrtle Ave |
| Historic District: | Magoffin |
| Property Owner: | Westmount Assets |
| Representative: | Keyvan Parsa |
| Representative District: | 8 |
| Existing Zoning: | C-4/H (Commercial/Historic) |
| Year Built: | 1926 |
| Historic Status: | Contributing |



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Request: Certificate of Appropriateness for the demolition of a rear yard addition, construction of a new rear yard addition, a rear yard parking lot, and the installation of new vinyl windows

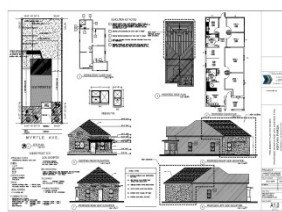
Application Filed: 5.24.16

45 Day Expiration: 7.8.16

Ms. Velazquez, Historic Preservation Officer, gave a presentation and stated the applicant seeks approval of a Certificate of Appropriateness for the demolition of a rear yard addition, construction of a new rear yard addition, a rear yard parking lot, and the installation of new vinyl windows. She explained the property was abandoned and currently has no inhabitants; however, there have been complaints of vagrants trespassing onto the property. The property owner is proposing to convert the structure into office space. The existing addition is not structurally sound.

The owner is proposing to demolish the existing addition and construct a full-scale addition in the rear. The proposed addition will have a gabled roof and will reach the height of the current roof. Furthermore, the property owner is proposing to install a door and some windows for the new addition. Employees and customers will drive through the alleyway to access the rear parking area.

The front of the property will be landscaped, grass and trees, leaving the wall on the porch intact. Other than the windows, no other alterations will be made to the front of the property. The property owner is proposing one, one-over-one window and one, fixed window.



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The Historic Preservation Office recommends **APPROVAL WITH MODIFICATIONS** of the proposed scope of work based on the following recommendations:

The Magoffin Historic District Design Guidelines recommend the following:

- *New additions should be planned so that they are constructed to the rear of the property or on a non-character defining elevation.*
- *Any new additions should be designed and constructed so that the character-defining features of buildings are not radically changed, obscured, damaged, or destroyed in the process of rehabilitation.*
- *Do not add on top of an original historic structure. Rather, add to a more recent addition, or start a new one-to-two story addition on the side or rear of the building.*
- *It is not appropriate to introduce an addition if it requires the removal of character-defining features such as patios, mature vegetation or a detached structure.*
- *Additions should complement the original structure, but not necessarily attempt to duplicate or copy it. The older structure should be identifiable from the new addition.*
- *If windows are damaged beyond repair, replacement windows should match the type, style, material and finish of the original.*
- *In Magoffin, however, window treatment ranges from the basic to the ornate. Frames, lintels, and sills were constructed of stone, brick or wood. The finish must be in character with the overall appearance of the structure and adequately complement its style.*
- *New construction of structures should be flush with the existing building line and parking spaces should be located to the rear of the building.*

The Secretary of the Interior's Standards for Rehabilitation recommend the following:

- *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*

THE MODIFICATIONS ARE THAT THE ROOF OF THE ADDITION BE CHANGED TO A FLAT ROOF AND THAT THE FRONT WINDOW BE CHANGED TO A DOUBLE WINDOW WITH A ONE-OVER-ONE CONFIGURATION.



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Chairman Helm and Commissioner Lopez asked questions of Ms. Velázquez and Mr. Lucero, representative for the owner.

Ms. Velázquez explained the exterior of the structure will remain stucco; furthermore, new shingles will be installed on the existing and proposed addition roofs. Landscaping for the parkways has yet to be addressed.

Mr. Randy Lucero, representing the property owner, was not opposed to the proposed modifications. He will locate the air conditioning unit in the rear so as not to be seen from the right of way. The proposed stucco will have the same appearance as the existing; and a line will be placed so as to distinguish the old stucco from the new. He will confer with Ms. Velázquez, and the city's landscape ordinance, regarding the parkway area landscape.

Chairman Helm asked if there was anyone from the neighborhood who wished to speak concerning this item. *There were no responses.*

MOTION:

Motion made by Chairman Helm, seconded by Commissioner Brock, AND UNANIMOUSLY CARRIED TO APPROVE WITH MODIFICATIONS:

1. *Roof of the addition be revised to a flat roof;*
2. *Mechanical units can be put on that flat roof;*
3. *Front window to be changed to a pair of single-hung windows, one-over-one; and*
4. *Add landscape of the parkway to your landscape plan.*

3. Addresses of property HLC commissioners have requested that HLC staff review or investigate and provide a report to the HLC. If no addresses are submitted in advance and listed under this agenda item, commissioners may announce such addresses under this agenda item. Discussion on property announced at this meeting will take place during the next regularly scheduled meeting. June 6, 2016 deadline for HLC members to request for agenda items to be scheduled for the June 20, 2016 meeting. June 20, 2016 deadline for HLC members to request for agenda items to be scheduled for the July 11, 2016 meeting.

There were no address requests from commissioners for staff to review or investigate.



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HLC Staff Report

4. Update on Administrative Review Cases since last HLC meeting for the properties listed on the attachment posted with this agenda. (See Attachment "A")

No comment from commissioners.

MOTION:

*Motion made by Chairman Helm, seconded by Commissioner Brock, **AND UNANIMOUSLY CARRIED TO APPROVE STAFF REPORT.***

Other Business – Discussion and Action

5. Discussion on revisions to the ordinance (Chapter 20.20)

Commissioner Longo commented on the number of vacant Historic Landmark Commissioner positions and wondered if the ordinance language could be revised to establish a timeline for Representatives to appoint replacements.

Ms. Velázquez replied that issue is addressed in a separate chapter of the city code, not Chapter 20.20. She then explained the process by which Historic Preservation staff goes about asking representatives to make appointments to the Historic Landmark Commission.

Commissioner Longo made remarks regarding enforcement issues and asked Ms. Velázquez if she proposed changing the ordinance language to address code violations and enforcement.

Ms. Velázquez responded commissioners and staff will be reviewing Chapter 20.20 in its entirety, all 19 sections. However, today, we will be discussing just two. However, Code Compliance staff will be proposing their revisions to the ordinance language.

CLARIFICATION – DOES THE HISTORIC LANDMARK COMMISSION REVIEW NEW CONSTRUCTION, LANDSCAPE, PEDESTRIAN PATHWAY, ETC., IN THE DOWNTOWN HISTORIC DISTRICT?

Chairman Helm explained the Historic Landmark Commission previously reviewed new construction proposals for the Downtown Historic District. Several years ago, the Law Department decided that reviewing new construction proposals in the Downtown historic district was no longer within the purview of the Historic Landmark Commission. Instead, commissioners will be allowed to review new construction for existing buildings, only. Chairman Helm would like staff to research and respond.

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Ms. Velázquez and commissioners purposed the following revisions to Chapter 20.20:

(Suggested revisions are noted in *blue italics*.)

Section: 20.20.010 – Declaration of policy.

- A. The city council finds and declares as a matter of public policy that the protection, enhancement, preservation and use of historic landmarks is a public necessity and is required in the interest of the culture, prosperity, education, safety and general welfare of the people. The purposes of this chapter include the following but are not limited to:
- B. To protect, enhance, *perserve* and perpetuate historic landmarks which represent or reflect distinctive and important elements of the city's regions, state's or nation's architectural, archaeological, cultural, social, economic, ethnic and political history and to develop appropriate settings for such places;
- C. To safeguard the city's *architectural/architectural fabric*, historic, and cultural heritage, as embodied and reflected in such historic landmarks by appropriate regulations;
- D. To stabilize and improve property values in such locations;
- E. To foster civic pride in the beauty and accomplishments of the past;
- F. To protect and enhance the city's attractions to tourists and visitors and provide incidental support and stimulus to business and industry;
- G. To strengthen the economy of the city;
- H. To promote the use of historic landmarks for the culture, prosperity, education and general welfare of the people of the city and visitors to the city;
- I. To prevent the uprooting *and destruction* of architectural products of distinct periods, which may occur without regard to the feasibility of preserving and continuing the use of such landmarks, and without consideration of the irreplaceable loss to the people of the city of the cultural, historic and aesthetic values represented by such landmarks.



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Section 20.20.020 – Definitions.

A. In addition to the definitions of Chapter 20.02, the following definitions apply only to this chapter of the code, and control if in conflict with Chapter 20.02.

1. "Addition" means a completely new structure or new component to an existing structure.
2. "Administrative review" means the approval process by which the historic preservation officer (HPO) or his designee administratively approves or denies submitted applications in accordance with the Administrative Review Design Guidelines.
3. "Alteration" means any construction or change of the exterior of a building, *landmark*, site or structure including, but not limited to, the erection, construction, reconstruction or removal of any structure *in/within a historic district* or of *the designated* interior space of a landmark structure. ~~within an landmark/within a historic district or an individual landmark designated as a landmark(s) and properties (or sites) (or building) within a historic districts.~~ Alteration shall include, but not be limited to, the changing of roofing or siding materials; changing, eliminating or adding doors, door frames, windows, window frames, shutters, fences, railings, porches, balconies, signs or other ornamentation; the changing of paint color; re-grading; fill; imploding or use of dynamite. Alteration shall not include ordinary repair and maintenance.

44. "Significant historic landmark" means:

- a. Those buildings, objects, sites, site improvements, appurtenances or structures of the highest and most unique historical, cultural, architectural or archaeological importance whose demolition or destruction would constitute an irreplaceable loss to the quality and character of El Paso;
- b. Inventoried interior spaces designed or intended to be occupied as part of the structure and which are accessible to the public; and
- c. Significant historic landmarks are also referred to as landmarks in this chapter.

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- a. "Alteration, major" an alteration shall be deemed to be "major" if it is the kind of work, which is customarily done with the aid of plans or specifications.
- b. "Alteration, minor" an alteration shall be deemed to be "minor" if it is the kind of work which is customarily done without the aid of plans and which would not substantially change the external appearance of the building, site, or structure, and if new material added does not exceed one hundred square feet of floor area.
4. "Appurtenance" means, *but is not limited to*, any accessory or subordinate building, object or structure, fence, street furniture, fixture, vending machine, fountain or artwork, located on the grounds of a historic landmark or in a historic district.
5. "Archaeology" means the science or study of the material remains of past life or activities and the physical site or context in which they are found.
6. "Architectural style" means the architectural character and general composition of a structure, including but not limited to, the kind, color and texture of the building material and the type, design and character of all windows, door, light fixtures, signs and appurtenant elements.
7. "Area" means a specific geographic division of the City of El Paso.
8. "Building" means a structure created to shelter people or things, such as a house, barn, church, hotel, warehouse or similar structure, including a historically related complex, such as a courthouse and jail or a house and barn.
9. "Cemetery" means any site, as defined by Texas statute, which contains at least one burial, marked or previously marked, dedicated to and used or intended to be used for the permanent interment of the human dead, to include perpetual care and non-perpetual care cemeteries.
10. "Certificate of appropriateness" means the certificate issued by the historic landmark commission after review of a submitted application, and it is determined that the proposed project is appropriate for the historic district for which it is requested. It is not considered or defined as a building permit.

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11. "Character-defining architectural element" means a distinctive architectural feature, quality, or combination thereof, that distinguishes one structure from another or which is unique to that structure.
12. "Cluster" means a group of cultural resources with compatible buildings, objects or structures geographically or thematically relating to and reinforcing one another through design, setting, materials, workmanship, congruency and association.
13. "Construction" means the act of adding new material to an existing building, structure or site.
14. "Contributing property" means a building, object, site or structure, in a historic district or "cluster" that contributes to the district's or cluster's historical significance through location, design, setting, materials, workmanship, and/or association. *All properties within a designated district shall receive equal protection of the ordinance whether designated as either contributing or noncontributing.*
36. "Non-contributing property" means a building, object, site or structure in a historic district which does not contribute to the district's or cluster's historic significance through location, design, setting, material, workmanship, feeling and association, but due to its proximity to historic landmarks and contributing properties, has the potential to affect the character of the historic district or cluster that it is located within. *All properties within a designated district shall receive equal protection of the ordinance whether designated as either contributing or non-contributing.*
23. "Historic district" means an area designated by city council, state or federal authority and which contains within definable geographic boundaries one or more "H-overlay" properties or clusters, including their accessory buildings, fences and other appurtenances, and natural resources having historical, *architectural*, cultural and archaeological significance, and which may have within its boundaries, *landmarks, contributing and non-contributing buildings, which will receive the equal protection of the historic district designation. other noncontributing buildings or structures. All properties within a designated district shall receive equal protection of the ordinance whether designated as either contributing or noncontributing.*

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15. "Cultural resources" means the quality in a society that arises from an interest in or an acquaintance with what is generally regarded as excellence in arts, literature, architecture, manners, or scholarly pursuits and/or the socially transmitted behavior patterns, arts, beliefs, institutions, and all other products of human work that are considered as the expression of a particular period, class, community or population.
16. "Cultural resources" means districts, sites, *parks, plazas*, or structures that possess integrity of location, design, setting, materials, workmanship, congruency, and association in such a way that they are symbolic of excellence in North American, Texas, or El Paso history, architecture, archeology or culture.
17. "Demolition" means any act or process that destroys, razes, or permanently impairs the structural integrity, in whole or in part, of any mobile or immobile structure governed by this chapter.
18. "Design guidelines" means the written standards adopted by the city council which are intended to provide guidelines to the historic landmark commission and historic preservation officer to govern construction to preserve the historic, cultural and architectural character of an area or of a building, object, site or structure.
19. "Economic return" means a financial profit or capital appreciation from use or ownership of a building, object, site or structure.
20. "Effect" means a change in the quality of the historical, architectural, archaeological, or cultural significance of a resource, or in the characteristics that qualify the resource as historically important.
21. "Effect, adverse" means a negative change in the quality of the historical, architectural, archaeological or cultural significance of a resource, or in the characteristics that qualify the resource as historically important.
22. "Enclosure" refers to fences, walls or other physical features used to contain open space or provide privacy.

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23. "Historic district" means an area designated by city council, state or federal authority and which contains within definable geographic boundaries one or more "H-overlay" properties or clusters, including their accessory buildings, fences and other appurtenances, and natural resources having historical, *architectural*, cultural and archaeological significance, and which may have within its boundaries, *landmarks, contributing and non-contributing buildings, which will receive the equal protection of the historic district designation.* ~~other noncontributing buildings or structures. All properties within a designated district shall receive equal protection of the ordinance whether designated as either contributing or noncontributing.~~

Commissioners and staff will resume discussion on revising Chapter 20.20 language at the next regularly scheduled meeting June 20th and a Special HLC meeting, June 27th, 2016, 4:00pm, City 3 Building, 800 Texas Avenue.

6. Approval of Special Meeting Minutes for May 9, 2016 and Regular Meeting Minutes for May 16, 2016.

Chairman Helm asked commissioners if they had any additions, corrections, and/or revisions. *There were none.*

MOTION:

Motion made by Commissioner Cordova, seconded by Commissioner Longo, AND UNANIMOUSLY CARRIED TO APPROVE THE SPECIAL MEETING MINUTES FOR MAY 9, 2016.

MOTION:

Motion made by Commissioner Skillern, seconded by Commissioner Brock, AND UNANIMOUSLY CARRIED TO APPROVE THE MEETING MINUTES FOR MAY 16, 2016.

MOTION:

Motion made by Chairman Helm, seconded by Commissioner Brock, AND UNANIMOUSLY CARRIED TO ADJOURN.

Economic & International Development

City 3 | 801 Texas Avenue | El Paso, Texas 79901 | (915) 212-0094

ED@elpasotexas.gov

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